

ASSISTED LIVING FACILITY
Direct Care Staff Training
Curriculum Outline to Meet 22 VAC-40-71-630 C 4

Hours in [] indicate the time needed to cover the topics in the section.

I. Introduction to The Uniform Assessment Instrument and the Individualized Service Plan for Direct Care Staff. *[Introduction, does not replace need for additional training for staff completing the assessment or developing the service plan].* [1/2hour]

- A. Purpose and basis in regulation
- B. Staff roles and responsibilities
- C. The team approach to planning care
- D. Coordination of services
 - 1. Rehabilitative/Habilitative
 - 2. Home health
 - 3. Mental health
 - 4. Hospice
 - 5. Medical
 - 6. Family and private duty
 - 7. Social services
 - 8. Recreational and social activities

II. Care of the Elderly. Address each topic about its impact on the resident's *functional status, communication abilities and rights issues.* [4 hours]

- A. Physical and psychological aspects of aging
- B. Physical, intellectual, emotional and social needs of the elderly
- C. Common health problems:
 - 1. Cardiovascular [stroke, heart problems]
 - 2. Musculoskeletal degeneration
 - 3. Sensory impairments

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III. Residents with Special Conditions. Address each topic about its impact upon the resident's *functional status, communication abilities and rights issues.* [8 hours]

- A. The mentally retarded resident
- B. The mentally ill resident
- C. The resident with cognitive deficits
 - 1. Definition of "serious" cognitive deficit
- D. The resident with a history of substance abuse
- E. Residents with aggressive behaviors [*Introduction, does not replace need for additional training as required by regulation*]
 - 1. Etiology of behaviors (health conditions and disease states)
 - 2. Verbal, physical, and sexual aggression
 - a. Toward self
 - b. Toward others and property
 - 3. Behavior management principles, positive support, and care planning
- F. Residents with physical disabilities
 - 1. Sensory impairments
 - 2. Physical impairments

IV. Residents with special health care needs [6 hours]

- A. Diabetic care
- B. Oxygen therapy and respiratory needs
- C. Wound and skin care
- D. Special nutritional care

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- E. Assistive and prosthetic devices
- F. Incontinence care and management
- G. Substance abuse
- H. Other special care needs
 - 1. The resident with cancer
 - 2. Terminal care
 - 3. The resident receiving dialysis
 - 4. Other

V. Introduction to Restraints. *[Introduction, does not replace need for additional training as required by regulation]* [2 hours]

- A. Definition of restraints
- B. The resident's right to be free of restraints and pertinent regulation
- C. Hazards related to restraint usage
- D. Facility policy regarding restraint usage
- E. Restraint avoidance and reduction

VI. Transfer and ambulation [4 hours]

- A. Body mechanics
- B. Bed mobility and positioning
- C. Assisting from bed to chair and return
- D. Transferring to and from a wheelchair
- E. Transferring to shower and tub and return

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- F. Transferring to and from a commode
- G. Assisting to ambulate with walker, crutches, and cane
- H. Transferring to motor vehicles

VII. The provision of personal care. Address each topic about its impact on the resident's *functional status, communication abilities and rights issues.* [12 hours]

- A. The importance of personal care to the resident
- B. Dignity while rendering care
- C. Assisting the resident to eat
- D. Mouth, teeth, and denture care
- E. Shaving
- F. Nail care
- G. Bathing (tub, shower, bed)
- H. Bed-making (occupied and unoccupied)
- I. Elimination
- J. Back rub and skin care
- K. Hair care
- L. Assisting to dress
- M. Eyeglasses and hearing aids
- N. Personal items and valuables
- O. Recognizing changes in the resident's physical condition

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P. Restorative services

1. Psycho-social training
2. Re-orientation/Reality orientation
3. Supportive independence

VIII. First Aid and Injury Prevention

[1/2hour]

- A. Common accidents
- B. Accident prevention
- C. Staff responsibility/First Aid techniques
- D. Content/location of First Aid Kit

IX. Infection control

[2 hours]

- A. Policies and procedures
- B. Hand washing
- C. Communicable diseases

X. Meals and nutrition

[1 hour]

- A. Normal and therapeutic diets
- B. Cultural and ethnic food patterns
- C. Individuals likes and dislikes
- D. Nutritional consideration